



**Board of Riley County
Commissioners
Regular Meeting
Agenda
January 23, 2023**

115 North 4th Street
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 2 – Greg McKinley, Member](#)

[District 3 – Kathryn Focke, Chair](#)

[District 1 – John Ford, Vice Chair](#)

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Business Meeting

3. Bid Recommendation - Corrugated Metal Pipe and Bands
4. Sign Tax Roll Corrections
5. Advisory Board appointments, Resolution appointing Riley County representatives to Council/Advisory Boards, and Thank you letter for serving on advisory board

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Jan 19, 2023 9:00 AM

Press Conference Topics

7. Discuss Press Conference

Review Tentative Agenda

8. Tentative Agenda

9:00 AM

David Willis, Parks Manager

9. City of Manhattan Park 2022 Receivables Account Write-Off and 2023 Community Park Fund Allocation Request

9:15 AM

Lori Feldkamp, Big Lakes Developmental Center Director

10. Big Lakes Developmental Center update

9:30 AM

Press Conference

9:40 AM Rich Vargo, County Clerk

11. Moody's Rating Review

10:00 AM Julie Gibbs, Health Department Director

12. RCHD Request for part time MRC Unit Leader position

10:10 AM Clancy Holeman, Counselor/Director of Administrative Services

13. Administrative Work Session
14. Executive session to discuss confidential legal advice regarding potential litigation issues

10:30 AM Elizabeth Ward, Human Resource Manager

15. United Way Campaign 2023 Proposal

12:00 PM Intergovernmental Luncheon

16. Intergovernmental Luncheon Agenda

Adjournment**Announcement**

The 2023 Local Government Day will be held Wednesday, January 25, 2023 from 1:00 - 7:00 p.m. at the KAC Office, 715 SW 10th Avenue and The Beacon, 420 SW 9th Street, Topeka, Kansas.

In order to comply with provisions of the Americans with Disabilities Act (ADA), Riley County will make reasonable efforts to accommodate the needs of persons with disabilities. Please contact the Division of Human Resources at (785) 537-6303 (voice and TTY) for assistance.



PUBLIC WORKS
Bid

John Ellermann
Public Works
Director/County Engineer
6215 Tuttle Creek Blvd
Manhattan, KS 66503
Phone: 785-537-6330

COMMISSION AGENDA REPORT

FROM: Shannon Sterling, Administrative Assistant II

MEETING: January 23, 2023

SUBJECT: Bid Recommendation - Corrugated Metal Pipe and Bands

PRESENTER: Alvin Perez, Operations Manager

Attached for your approval is the staff recommendation and Cost Comparisons for the Corrugated Metal Pipe and Bands Bids.

POSSIBLE MOTION(S)

Move to approve the staff recommendation for the bid submitted by Welborn Sales, Inc. of Salina, KS to supply Corrugated Metal Pipe and Bands for the low bid of \$34,020.50.

Move to deny.

Move to table.

Enclosures:

- Bid Tab (PDF)

Bid Tabulation Sheet

Riley County Public Works Corrugated Metal Pipe and Bands

Date: Thursday, January 19, 2023

			Welborn Sales, Inc. Box 1666 Salina, KS 67402-1666		J & J Drainage Products Co. P.O. Box 829 Hutchinson, KS 67504-0829		Metal Culverts Inc. P.O. Box 330 Jefferson City, MO 65102	
Item #	Quantity	Description of Items	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	15	18" x 30' Corrugated Metal Pipe	\$ 521.40	\$ 7,821.00	529.20	\$ 7,938.00	\$ 781.20	\$ 11,718.00
2	6	21" x 15" x 25' Corrugated Metal Pipe, Arch	\$ 434.50	\$ 2,607.00	462.00	\$ 2,772.00	\$ 690.25	\$ 4,141.50
3	6	21" x 15" x 30' Corrugated Metal Pipe, Arch	\$ 521.40	\$ 3,128.40	554.40	\$ 3,326.40	\$ 828.30	\$ 4,969.80
4	2	24" x 30' Corrugated Metal Pipe	\$ 699.60	\$ 1,399.20	1,620.00	\$ 3,240.00	\$ 1,075.20	\$ 2,150.40
5	5	28" x 20" x 25' Corrugated Metal Pipe, Arch	\$ 583.00	\$ 2,915.00	616.00	\$ 3,080.00	\$ 920.50	\$ 4,602.50
6	10	28" x 20" x 30' Corrugated Metal Pipe, Arch	\$ 699.60	\$ 6,996.00	739.20	\$ 7,392.00	\$ 1,104.60	\$ 11,046.00
7	2	28" x 20" x 30' Corrugated Metal Pipe, Annular	\$ 699.60	\$ 1,399.20	1,710.00	\$ 3,420.00	\$ 1,132.80	\$ 2,265.60
8	2	30" x 24' Corrugated Metal Pipe	\$ 699.60	\$ 1,399.20	693.12	\$ 1,386.24	\$ 1,023.12	\$ 2,046.24
9	2	30" x 30' Corrugated Metal Pipe	\$ 874.50	\$ 1,749.00	\$ 866.40	\$ 1,732.80	\$ 1,278.90	\$ 2,557.80
10	6	30" Bands	\$ 39.75	\$ 238.50	\$ 125.00	\$ 750.00	\$ 85.26	\$ 511.56
11	8	35" x 24" Bands	\$ 39.75	\$ 318.00	\$ 135.00	\$ 1,080.00	\$ 89.54	\$ 716.32
12	10	15" Corrugated Metal Pipe, End Section	\$ 180.00	\$ 1,800.00	\$ 116.00	\$ 1,160.00	\$ 196.90	\$ 1,969.00
13	10	18" Corrugated Metal Pipe, End Section	\$ 225.00	\$ 2,250.00	\$ 151.00	\$ 1,510.00	\$ 255.25	\$ 2,552.50
			TOTAL BID	\$ 34,020.50	TOTAL BID	\$ 38,787.44	TOTAL BID	\$ 51,247.22

Attachment: Bid Tab (13127 : Bid Recommendation - Corrugated Metal Pipe and Bands)



COUNTY CLERK & ELECTIONS
Tax Roll Correction

Rich Vargo
County Clerk
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-565-6200

COMMISSION AGENDA REPORT

FROM: Lori Muir, Real Estate Specialist
MEETING: January 23, 2023
SUBJECT: Sign Tax Roll Corrections
PRESENTER: Rich Vargo, County Clerk

POSSIBLE MOTION(S)

Move to approve the Tax Roll Corrections.

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:

- image28213 (PDF)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR

2023/01/19

Taxpayer ID REAS0017
Owner ID REAS0017

Control # 2023000035

Tax Year 2022
Tract # MD21001

REASONER ENTERPRISES INC

CAMA # 151-01-0-20-02-004-00-0-01

BOWMAN ADDN

7598 FALCON RD

TU 102 Madison Township

LOT 1

RILEY, KS 66531-9808

Parcel 890

USD 378

Property Address

APPRAISER SECTION (Value)

2023/01/19 LMUIR

APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
VR	30490		30490

Total 30490 30490

Assessed Prior to Correction:

VR		
	3659	3659

Total 3659 3659

SB41

Appraised After Correction:

CL	Land	Imp	Total
AR	70		70

Total 70 70

Assessed After Correction:

AR		
	21	21

Total 21 21

SB41

Net Change
30420-

30420-

Net Change

3638-

Total 3638-

SB41

CLERK SECTION (Tax)

2023/01/19 LMUIR

ORDER PRINTED

Tax Prior to Correction:

Levy	122.52700	Gen Tax	448.34
SB41 Tax Dollars			448.34

SB41 Tax Dollars 448.34

Tax After Correction:

Levy	122.52700	Gen Tax	2.58
SB41 Tax Dollars			2.58

SB41 Tax Dollars 2.58

Net Change

445.76-

445.76-

TREASURER SECTION (Summary)

Net Change in Assessed Value

(no SB41 influence)

Applicable Mill Levy

Net Change in Levied Tax Dollars

3638-

122.52700

445.76-

Net Change in SB41 Exemption

Type of Correction DECREASE

Correction Code TP TAX PROTEST

Tax Statement # 25177

Comments PUP adjustment per Appraiser

Rate 2.00%

Net Change in Total Tax Dollars

445.76-

Owner REAS0017

REASONER ENTERPRISES INC

By order of the Board of County Commissioners of RILEY COUNTY, Kansas.

(Per K.S.A. 1475, 1701, 1701a, and 1702)

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image28213 (13126 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR

2023/01/19

4.a

Taxpayer ID PRES0032
Owner ID PRES0032

Control # 2023000036

Tax Year 2022
Tract # 002218

PRESIDIO LLC

CAMA # 204-18-2-10-30-003-00-0-01

WARD 2
LOT 255

3651 VICTORY DR

TU 2 Manhattan City
Parcel 1710

MANHATTAN, KS 66503-3057

USD 383

Property Address 411 FREMONT ST

APPRAISER SECTION (Value)

2023/01/19 LMUIR

APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
RU	50030	78670	128700

Total	50030	78670	128700
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Assessed Prior to Correction:

RU	5753	9047	14800
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Total	5753	9047	14800
SB41	4600		

Appraised After Correction:

CL	Land	Imp	Total
RU	50030	46910	96940

Total	50030	46910	96940
-------	-------	-------	-------

Assessed After Correction:

RU	5753	5395	11148
----	------	------	-------

Total	5753	5395	11148
SB41	4600		

Net Change
31760-

31760-

Net Change

3652-

Total	3652-
SB41	

CLERK SECTION (Tax)

2023/01/19 LMUIR

ORDER PRINTED

Tax Prior to Correction:

Levy 156.46900	Gen Tax	2315.74
	SB41 \$	92.00
SB41 Tax Dollars		2223.74

Tax After Correction:

Levy 156.46900	Gen Tax	1744.32
	SB41 \$	92.00
SB41 Tax Dollars		1652.32

Net Change

571.42-

571.42-

TREASURER SECTION (Summary)

Net Change in Assessed Value

(no SB41 influence)	3652-
Applicable Mill Levy	156.46900
Net Change in Levied Tax Dollars	571.42-

Net Change in SB41 Exemption

Type of Correction DECREASE

Correction Code TP TAX PROTEST Rate 2.00%

Tax Statement # 24859

Comments PUP adjustment per Appraiser

Owner PRES0032
PRESIDIO LLC

Net Change in Total Tax Dollars	571.42-
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By order of the Board of County Commissioners of RILEY COUNTY, Kansas. _____ (Date)

Approved by Commission: _____

Attest by County Clerk: _____

Attachment: image28213 (13126 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR

2023/01/19

4.a

Taxpayer ID MCCA0158
Owner ID MCCA0158

Control # 2023000037

Tax Year 2022
Tract # 479001

MCC-ANDERSON VILLAGE LLC

CAMA # 204-18-2-30-02-002-00-0-01

MANHATTAN CHRISTIAN
COLLEGE STUDENT CTR
LOT 1 LESS RW

1415 ANDERSON AVE

TU 2 Manhattan City
Parcel 91770

MANHATTAN, KS 66502-4030

USD 383

Property Address 1455 ANDERSON AVE 1435

APPRAISER SECTION (Value)

2023/01/19 LMUIR

APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
CU	1600810	710280	2311090
RU	1600810		1600810

Appraised After Correction:

CL	Land	Imp	Total
CU	1440730	357010	1797740
RU	1760890	353270	2114160

Net Change
513350-
513350

Total	Land	Imp	Total
3201620	710280	3911900	

Total	Land	Imp	Total
3201620	710280	3911900	

Assessed Prior to Correction:

CU	Land	Imp	Total
400203	177570	577773	
RU	184093	184093	

Assessed After Correction:

CU	Land	Imp	Total
360183	89253	449436	
RU	202502	40626	243128

Net Change
128337-
59035

Total	Land	Imp	Total
584296	177570	761866	
SB41	4600		

Total	Land	Imp	Total
562685	129879	692564	
SB41	4600		

Total
69302-
SB41

CLERK SECTION (Tax)

2023/01/19 LMUIR

ORDER PRINTED

Tax Prior to Correction:

Levy	Gen Tax	SB41 \$	Total
156.46900	119208.42	92.00	
SB41 Tax Dollars	119116.42		

Tax After Correction:

Levy	Gen Tax	SB41 \$	Total
156.46900	108364.80	92.00	
SB41 Tax Dollars	108272.80		

Net Change
10843.62-
10843.62-

TREASURER SECTION (Summary)

Net Change in Assessed Value

(no SB41 influence)	69302-
Applicable Mill Levy	156.46900
Net Change in Levied Tax Dollars	10843.62-

Type of Correction DECREASE

Correction Code	TP TAX PROTEST	Rate	2.00%
Tax Statement #	21313		
Comments	PUP adjustment per Appraiser		

Net Change in SB41 Exemption

Net Change in Total Tax Dollars	10843.62-
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Owner MCCA0158
MCC-ANDERSON VILLAGE LLC

By order of the Board of County Commissioners of RILEY COUNTY, Kansas.
(Per K.S.A. 1475, 1701, 1701a, and 1702)

(Date)

Approved by Commission:

Attest by County Clerk:

Attachment: image28213 (13126 : Tax Roll Corrections)

TAX ROLL CORRECTION
REAL ESTATE

Printed by LMUIR

2023/01/19

4.a

Taxpayer ID JUNG0010
Owner ID JUNG0010

Control # 2023000038

Tax Year 2022
Tract # 836002

JUNGHANS, GREG & PATRICIA L

CAMA # 204-19-2-10-04-004-00-0-01

JUNGHANS ADDN
E 1/2 OF LOT 1

3001 CHERRY HL

TU 2 Manhattan City
Parcel 282440

MANHATTAN, KS 66503-3011

USD 383

Property Address 309 FAIR LN

APPRAISER SECTION (Value)

2023/01/19 LMUIR

APPROVED

Appraised Prior to Correction:

CL	Land	Imp	Total
CU	56830	312150	368980
RU	18940	231150	250090

Appraised After Correction:

CL	Land	Imp	Total
CU	56830	114930	171760
RU	18940	428370	447310

Net Change
197220-
197220

Total 75770 543300 619070

Total 75770 543300 619070

Assessed Prior to Correction:

CU	Land	Imp	Total
CU	14208	78038	92246
RU	2178	26582	28760

Assessed After Correction:

CU	Land	Imp	Total
CU	14208	28733	42941
RU	2178	49263	51441

Net Change
49305-
22681

Total 16386 104620 121006
SB41 4600

Total 16386 77996 94382
SB41 4600

Total 26624-
SB41

CLERK SECTION (Tax)

2023/01/19 LMUIR

ORDER PRINTED

Tax Prior to Correction:

Levy	Gen Tax	SB41 \$	Total
156.46900	18933.70	92.00	18841.70

Tax After Correction:

Levy	Gen Tax	SB41 \$	Total
156.46900	14767.86	92.00	14675.86

Net Change
4165.84-
4165.84-

TREASURER SECTION (Summary)

Net Change in Assessed Value
(no SB41 influence)

26624-
156.46900

Applicable Mill Levy
Net Change in Levied Tax Dollars

4165.84-

Type of Correction DECREASE

Correction Code TP TAX PROTEST

Rate 2.00%

Tax Statement # 18508

Comments PUP adjustment per Appraiser

Net Change in SB41 Exemption

Net Change in Total Tax Dollars

4165.84-

Owner JUNG0010

JUNGHANS, GREG & PATRICIA L

By order of the Board of County Commissioners of RILEY COUNTY, Kansas.
(Per K.S.A. 1475, 1701, 1701a, and 1702)

(Date)

Approved by Commission:

Attest by County Clerk:



COUNTY CLERK & ELECTIONS
Boards

Rich Vargo
County Clerk
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-565-6200

COMMISSION AGENDA REPORT

FROM: Cindy Kabriel, Senior Administrative Assistant

MEETING: January 23, 2023

SUBJECT: Advisory Board appointments, Resolution appointing Riley County representatives to Council/Advisory Boards, and Thank you letter for serving on advisory board

PRESENTER: Cindy Kabriel, Senior Administrative Assistant

POSSIBLE MOTION(S)

Move to approve the following appointments, Resolution No. 012323- , A Resolution appointing Riley County representatives to Council/Advisory Boards, and Thank You letter.

Morgan Bates Comm Dist 1		Solid Waste Management Committee No term
Hannah Fehr Comm Dist 2	January 23, 2023- April 30, 2025	Manhattan Urban Area Planning Board 3 year

Enclosures:

- 01-23-23 board letters and resolution (PDF)



BOARD OF COMMISSIONERS

115 N. 4th Street, 1st Floor
Manhattan, Kansas 66501
Phone: 785-565-6841
Fax: 785-565-6841
E-mail: boccc@rileycountyks.gov

January 23, 2023

Morgan Bates
1840 Virginia Drive
Manhattan, KS 66502

Dear Morgan:

This is to confirm your appointment to the Solid Waste Management Committee. We greatly appreciate your willingness to serve on this Council/Board and know that the Solid Waste Management Committee will benefit from your contribution.

Sincerely,

Riley County Board of County Commissioners

Chairman

Member

Member

Attachment: 01-23-23 board letters and resolution (13125 : Advisory Board Appointments)

Cindy Kabriel

From: Amanda Webb
Sent: Wednesday, January 18, 2023 3:45 PM
To: Cindy Kabriel; Lisa Daily
Subject: RE: Online Form Submittal: Advisory Council/Board Application Form

Thank you. I am recommending Morgan Bates be appointed to the Solid Waste Management Committee. He will replace Betty Book as a City of Manhattan representative.

-Amanda

From: Cindy Kabriel <ckabriel@rileycountyks.gov>
Sent: Wednesday, January 18, 2023 3:35 PM
To: Amanda Webb <awebb@rileycountyks.gov>; Lisa Daily <ldaily@rileycountyks.gov>
Subject: FW: Online Form Submittal: Advisory Council/Board Application Form

Cindy Kabriel
 Senior Administrative Assistant
 Riley County Clerk's Office
 110 Courthouse Plaza, B118
 Manhattan, KS 66502
 phone: (785) 565-6202
 fax: (785) 537-6394

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Wednesday, January 18, 2023 3:30 PM
To: Cindy Kabriel <ckabriel@rileycountyks.gov>
Subject: Online Form Submittal: Advisory Council/Board Application Form

Advisory Council/Board Application Form

Personal Information

RILEY COUNTY APPLICATION FOR SERVING ON A COUNTY ADVISORY COUNCIL/BOARD

Following is a list of current County Advisory Council/Boards. If you have any questions or need additional information about the specific group(s) you are interested in, please contact the County Clerk's Office (565-6202).

Select the Board, Commission, or Committee applying for Solid Waste Management Committee

PERSONAL INFORMATION

Attachment: 01-23-23 board letters and resolution (13125 : Advisory Board Appointments)

Dist 1

First Name Morgan

Last Name Bates

Address1 1840 Virginia Dr

Address2 *Field not completed.*

City Manhattan

State KS

Zip 66502

Phone Number ~~781-117-0667~~

Business Address *Field not completed.*

Business Phone Number *Field not completed.*

Occupation Data Analyst

Email Address *Field not completed.*

Statement of Interest I am interested in serving on the solid waste council. I have an interest in how we handle our waste and what we can do to better serve the community. I have a background in analytics that I hope will be of use to the council.

References

REFERENCES

Please submit at least one reference.

Reference Name Abby Bates

Reference Phone Number ~~888-871-1213~~

Reference Email Address *Field not completed.*

Relationship Family Member

Abby Bates

Reference Name *Field not completed.*

Reference Phone Number *Field not completed.*

Reference Email Address *Field not completed.*

Relationship *Field not completed.*

Section 5.a.1

Reference Name *Field not completed.*

Reference Phone Number *Field not completed.*

Reference Email Address *Field not completed.*

Relationship *Field not completed.*

Sign and Submit

Type Your Name Morgan Bates

Thank you for your interest in serving Riley County

When an opening on a council/board occurs, the Riley County Commissioners will review the applications on file. If your application is selected, you will be contacted to confirm that you are still interested in serving on this council/board before an appointment is made.

All applications will remain on file for three years.

Questions?

Please contact the County Clerk's Office during regular business hours.

Phone: (785) 565-6200

Address: 110 Courthouse Plaza, Manhattan, Kansas 66502

Email not displaying correctly? [View it in your browser.](#)



BOARD OF COMMISSIONERS

115 N. 4th Street, 1st Floor
 Manhattan, Kansas 66501
 Phone: 785-565-6841
 Fax: 785-565-6841
 E-mail: boccc@rileycountyks.gov

January 23, 2023

Hannah Fehr
 412 Walters Drive
 Manhattan, KS 66502

Dear Hannah:

This is to confirm your appointment to the Manhattan Urban Area Planning Board. We greatly appreciate your willingness to serve on this Council/Board and know that the Manhattan Urban Area Planning Board will benefit from your contribution. Your term appointment is through April 30, 2025.

Sincerely,

Riley County Board of County Commissioners

 Chairman

 Member

 Member

Attachment: 01-23-23 board letters and resolution (13125 : Advisory Board Appointments)

Cindy Kabriel

From: Amanda Webb
Sent: Wednesday, January 18, 2023 3:43 PM
To: Cindy Kabriel
Cc: Lisa Daily
Subject: RE: MUAPB applications

Hi, Cindy.

I have spoken with Hannah Fehr, whose application is included in the packet you sent Lisa and I earlier this month. She is still interested in filling the MUAPB county representative vacancy. She will be replacing Jerry Reynard.

I am recommending her appointment to the Manhattan Urban Area Planning Board. Can you please let me know if there is anything more you need from me?

Thank you,

-Amanda

From: Cindy Kabriel <c.kabriel@rileycountyks.gov>
Sent: Tuesday, January 3, 2023 9:21 AM
To: Amanda Webb <awebb@rileycountyks.gov>
Cc: Lisa Daily <ldaily@rileycountyks.gov>
Subject: MUAPB applications

Attached includes the applications that are on file for the MUAPB.

Thanks

Cindy

Cindy Kabriel
 Senior Administrative Assistant
 Riley County Clerk's Office
 110 Courthouse Plaza, B118
 Manhattan, KS 66502
 phone: (785) 565-6202
 fax: (785) 537-6394

Attachment: 01-23-23 board letters and resolution (13125 : Advisory Board Appointments)



RILEY COUNTY
APPLICATION FOR SERVING
ON A COUNTY ADVISORY COUNCIL/BOARD

RILEY COUNTY CLERK
RILEY COUNTY, KANSAS

2022 OCT 28 AM 11:59

FILED

Name Hannah Fehr Date _____
Address 412 Walters Drive Manhattan KS 66502
Telephone [REDACTED] (Home) _____ (Work) _____ Occupation graduate student, stay @ home mom
e-mail address: [REDACTED]

Following is a list of current County Advisory Council/Boards. Please use a separate application for each council/board for which you would like to be considered. If you have any questions or need additional information about the specific group(s) you are interested in, please contact the County Clerk's Office (565-6202).

- | | |
|---|---|
| ☐ Armed Forces Memorial Committee Board | ☐ Museum Board of Trustees |
| ☐ Big Lakes Developmental Center Board | ☐ North Central-Flint Hills Area Agency on Aging Advisory Board |
| ☐ Fair Board | ☐ Pawnee Mental Health Services Board |
| ☐ Food and Farm Council | ☐ Riley County Council on Aging Advisory Board |
| ☐ Hunters Island Water District Advisory Board | ☒ Riley County Parks Board |
| ☐ Joint Corrections Advisory Board | ☒ Riley County Planning Board/Board of Zoning Appeals |
| ☐ Judicial Nominating Commission—21st | ☐ Riley County Public Health Council |
| ☐ Law Enforcement Agency Board | ☒ Road and Bridge Advisory Board |
| ☒ Manhattan Urban Area Planning Board | ☐ Rural Economic Development Advisory Board |
| | ☐ Solid Waste Management Committee |

Please state why you are interested in serving on this council/board and indicate what training and expertise you would bring to this council/board (please use additional pages as needed).

Response on back

Please provide references: (Name, address and phone number)

~~[REDACTED]~~

Cullen Rencher (Manhattan, KS) : [REDACTED]

Susie Clayton (Manhattan, KS) Signature Hannah Fehr

When an opening on a council/board occurs, the Riley County Commissioners will review the applications on file. If your application is selected, you will be contacted to confirm that you are still interested in serving on this council/board before an appointment is made. All applications will remain on file for three years.

2025

Please return this application (interested or not) to:
County Clerk's Office, 110 Courthouse Plaza, Manhattan, Kansas 66502
THANK YOU FOR YOUR INTEREST IN SERVING RILEY COUNTY

I am relatively new to Manhattan and Riley County, and such, saw this as an opportunity to learn about the area in which I live and raise my family. I am currently working on my masters degree in Public Administration and with an undergrad degree in political science, the functionality of government and subsequent departments and boards are areas of great interest to me - academically and personally. I think serving on an advisory board or council would help me put into "real life" practice of classroom learning and my voice and/or insights offered would be very valuable as I also am a stay at home mom of three children.

Through out my educational learning, I have interned in multiple cities, gaining skills and insights as to the importance of community outreach and governmental roles, responsibilities I have and still do, take satisfaction in the process of helping facilitate the beautifying, growth and development of city and county entities. I also thought this would be a fun, citizen participation thing for me to be a part of and contribute to.

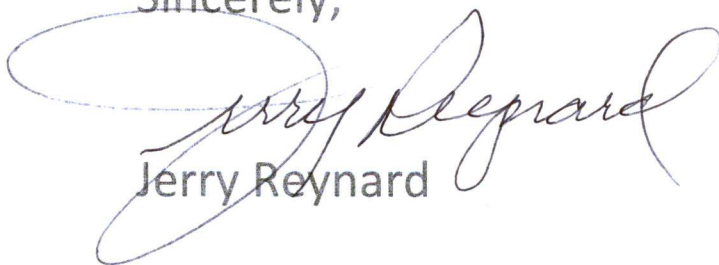
Riley County, Kansas, Board of Commissioners,

December 6 2022

Please accept this as my letter of resignation from the Manhattan Urban Area Planning Board. In an effort to improve meeting convenience for the board members, all meetings have been switched from Monday to Thursday. I have had a long standing commitment on Thursdays and will be unable to attend the meetings.

I would like to thank you for allowing me to serve on this planning board. It has been my honor to give back to this city and its residents.

Sincerely,


Jerry Reynard

FILED
2022 DEC 29 PM 4:45
COUNTY CLERK
RILEY COUNTY, KANSAS



BOARD OF COMMISSIONERS

115 N. 4th Street, 1st Floor
 Manhattan, Kansas 66501
 Phone: 785-565-684
 Fax: 785-565-684
 E-mail: bocc@rileycountyks.gov

January 23, 2023

Jerry Reynard
 3308 Shady Valley Drive
 Manhattan, KS 66502

Dear Mary:

The Board of Riley County Commissioners wish to thank you for your years of service on the Manhattan Urban Area Planning Board. Your contributions to the board are greatly appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
 OF RILEY COUNTY, KANSAS

Chairman

Member

Member

Attachment: 01-23-23 board letters and resolution (13125 : Advisory Board Appointments)

RESOLUTION NO. 012323-**A RESOLUTION APPOINTING RILEY COUNTY REPRESENTATIVES TO
ADVISORY BOARDS**

WHEREAS, Riley County has positions available to be filled on various boards; and

WHEREAS, the following positions are open and the county residents listed below are eligible and have indicated a willingness to serve; and

WHEREAS, the Board of Commissioners of Riley County, Kansas, desire to appoint these county residents to the boards and for the terms as indicated below:

Morgan Bates Comm Dist 1		Solid Waste Management Committee No term
Hannah Fehr Comm Dist 2	January 23, 2023- April 30, 2025	Manhattan Urban Area Planning Board 3 year

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of Riley County, Kansas, that the above referenced county residents are hereby appointed to the various county boards for the designated period of time.

ADOPTED this 23rd day of January, 2023.

BOARD OF COUNTY COMMISSIONERS
OF RILEY COUNTY, KANSAS

CHAIR

MEMBER

MEMBER

ATTEST:

RICH VARGO
Riley County Clerk

Attachment: 01-23-23 board letters and resolution (13125 : Advisory Board Appointments)



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
January 26, 2023**

115 North 4th Street
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 2 – Greg McKinley, Member](#)

[District 3 – Kathryn Focke, Chair](#)

[District 1 – John Ford, Vice Chair](#)

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

1. Community Recertification for Community Rating System
2. Approve payroll/accounts payables (when completed)

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM

Barry Wilkerson, County Attorney

3. Staff update

9:15 AM

Clancy Holeman, Counselor/Director of Administrative Services

4. Administrative Work Session

9:35 AM

Cory Meyer, IT/GIS Director

5. Staff update

9:50 AM

Shelly Williams, Community Corrections Director

6. Staff update

10:05 AM

Vivienne Leyva, PIO

7. PIO update

10:20 AM

Ron Fehr, Manhattan City Manager

8. Manhattan City General Update

Attachment: 01-26-23 tentative agenda (12807 : Tentative Agenda)

- 10:50 AM** **Russel Stukey, Emergency Management Director/Fire Chief**
9. RCFD #1 Updated SOG/Policy Approval

Adjournment

In order to comply with provisions of the Americans with Disabilities Act (ADA), Riley County will make reasonable efforts to accommodate the needs of persons with disabilities. Please contact the Division of Human Resources at (785) 537-6303 (voice and TTY) for assistance.



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
January 30, 2023**

115 North 4th Street
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 2 – Greg McKinley, Member](#)

[District 3 – Kathryn Focke, Chair](#)

[District 1 – John Ford, Vice Chair](#)

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM

Clancy Holeman, Counselor/Director of Administrative Services

1. Administrative Work Session

9:20 AM

Julie Gibbs, Health Department Director

2. Out of State Travel Request

9:30 AM

Press Conference

9:40 AM

Julie Gibbs, Health Department Director

3. Out of State Travel Request

9:50 AM

Rich Vargo, County Clerk

4. Commission District Review

Adjournment

In order to comply with provisions of the Americans with Disabilities Act (ADA), Riley County will make reasonable efforts to accommodate the needs of persons with disabilities. Please contact the Division of Human Resources at (785) 537-6303 (voice and TTY) for assistance.

Attachment: 01-30-23 tentative agenda (12807 : Tentative Agenda)



PUBLIC WORKS
Recommendations

John Ellermann
Public Works
Director/County Engineer
6215 Tuttle Creek Blvd
Manhattan, KS 66503
Phone: 785-537-6330

COMMISSION AGENDA REPORT

FROM: Mary Graham, Admin Asst II

MEETING: January 23, 2023

SUBJECT: City of Manhattan Park 2022 Receivables Account Write-Off and 2023 Community Park Fund Allocation Request

PRESENTER: David G Willis, Parks Manager

BACKGROUND

- 1) Periodically the auditor request the County Commission write off uncollectible accounts in the Park Division accounts receivables. One purpose of this CAR is to recommend the Board of County Commissioners void the City of Manhattan's 2022 park account in the amount of \$1,482.28.
- 2) The County Park Advisory Board selected the community park projects at their last meeting. As shown in the attached spreadsheet. This year \$60,000 is set aside for community park purchases. The purchasing process will begin upon approval by the County Commission.

DISCUSSION

- 1) As stated in a letter to the City of Manhattan dated April 23, 1981 (see attached), the City of Manhattan will not receive an annual allocation of community park funds and in turn will not be billed for mowing, tree and grounds maintenance costs incurred by Riley County to maintain the outside facilities portion of CiCo park owned by the City of Manhattan. This contribution to the City of Manhattan is similar to the contributions made to each of the small communities (Riley, Leonardville, Ogden, Randolph, and University Park) in Riley County.
- 2) This year \$60,000 is allocated in the county park budget for community park purchases. This is a significant revenue source for the small cities and communities in Riley County. Many of the improvements made to their community parks have been funded through the county park fund over the years. Several projects were proposed. The final list was selected by park board

representatives from each community.

FISCAL IMPACT

- 1) \$1,482.28 Write-off as per policy.
- 2) \$60,000 is allocated from the 2023 Park budget for community park projects.

RECOMMENDATION(S)

- 1) Staff recommends the City of Manhattan's outstanding balance in the Park accounts receivable, in the amount of \$1,482.28 be written off as per auditor's instruction.
- 2) Staff recommends the 2023 community park purchases, as selected by the Riley County Park Advisory Board, be approved.

POSSIBLE MOTION(S)

- 1) I move to write-off the Park Fund accounts receivable charges assessed to the City of Manhattan for CiCo Park maintenance as presented in the amount of \$1,482.28 for 2022.
- 2) I move to approve the 2023 Community Park purchases as presented and recommended by the Riley County Park Advisory Board.

Enclosures:

- City of Manhattan Letter on CiCo Park and RC Resolution (PDF)
- 2022 City of Manhattan Write-off (PDF)
- 2023 BOCC Community Park Allocation Request (PDF)



Cooperative Extension Service

9.a

Riley County Extension Office
Box 987, 105 North Fifth
Manhattan, Kansas 66502
913-776-4781

April 23, 1981

Bruce McCallum
Director of Services
City of Manhattan
City Hall, 11th & Poyntz
Manhattan, KS 66502

Dear Bruce:

I have visited with Dan Harden and the County Commissioners regarding our conversation about the County payment to the City from the Park budget.

As we discussed, we will not send over the usual payment and in turn will not bill any of the mowing or tree and grounds care and maintenance back to the City. This will certainly simplify bookkeeping and the money will definitely stay in Manhattan and be invested in CiCo Park.

Of course, snow removal and any parking lot maintenance will be billed to the three way split.

I guess we'll meet with you next week regarding the placement of the water hydrants along Wreath.

Sincerely,

James L. Lindquist
County Extension Director

JLL:jal

cc/County Commissioners
Dan Harden
Rod Meredith

KSU, County Extension
Councils and U.S. Department
of Agriculture Cooperating.

All educational programs and
materials available without
discrimination on the basis
of race, color, national
origin, sex, or handicap.

Attachment: City of Manhattan Letter on CiCo Park and RC Resolution (13109 : City of Manhattan Park Receivables Account Write-Off and 2023

RESOLUTION NO. 053101-25

copy

A RESOLUTION DECLARING VOID A
CERTAIN ACCOUNT RECEIVABLE

WHEREAS, at one time Riley County made an annual payment to the Park Department of the City of Manhattan, and in that same year would receive a reimbursement from the City of Manhattan for maintenance costs incurred by the County in maintaining a portion of CiCo park owned by the City, and

WHEREAS, in April of 1981 the County and the City agreed that the County would not make a payment to the City Park Department and in return the City would not reimburse the County for maintenance of City property in CiCo Park, and

WHEREAS, the Riley County Park Department financial records show an account receivable from the City for the maintenance costs which is in fact not owing and should be declared void.

NOW THEREFORE, BE IT RESOLVED that the account receivable in the amount of \$991.90 from the City of Manhattan is declared void and is hereby stricken from the accounts of the Riley County Parks Department.

PASSED AND APPROVED by the Board of Riley County Commissioners this 31st day of May, 2001.

BOARD OF COUNTY COMMISSIONERS
OF RILEY COUNTY, KANSAS

Russell A. Frey
CHAIR

Colin A. Johnson
MEMBER

Paul Newsome
MEMBER

ATTEST:

Rich Vargo
Rich Vargo, Riley County Clerk





Riley County Public Works
6215 Tuttle Creek Blvd
Manhattan, Kansas 66503
(785) 537-6330

Statement

DATE

12/31/2022

TO:

Manhattan, City of Parks
(DO NOT MAIL)

				DUE DATE	AMOUNT DUE	AMOUNT ENC.
				01/31/2023	\$1,482.28	
DATE	TRANSACTION				AMOUNT	BALANCE
11/30/2022	Balance forward					1,482.28
CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	AMOUNT DUE	
0.00	0.00	0.00	241.69	1,240.59	\$1,482.28	

Director of Public Works _____

Attachment: 2022 City of Manhattan Write-off (13109 : City of Manhattan Park Receivables Account Write-Off and 2023 Community Park Fund

8:39 AM

01/10/23

Accrual Basis

**Riley County Public Works
Customer Open Balance
All Transactions**

Type	Date	Num	Memo	Due Date	Open Balance	Amount
Manhattan, City of/PARKS						
Invoice	05/31/2022	0522-...		06/30/2022	162.99	162.99
Invoice	05/31/2022	0522-...		06/30/2022	134.76	134.76
Invoice	05/31/2022	0522-...		06/30/2022	59.40	59.40
Invoice	06/30/2022	0622-...		07/30/2022	127.03	127.03
Invoice	06/30/2022	0622-...		07/30/2022	124.11	124.11
Invoice	06/30/2022	0622-...		07/30/2022	127.03	127.03
Invoice	07/31/2022	0722-...		08/31/2022	193.45	193.45
Invoice	07/31/2022	0722-...		08/31/2022	155.12	155.12
Invoice	08/31/2022	0822-...		09/30/2022	156.70	156.70
Invoice	09/30/2022	0922-...		10/30/2022	133.03	133.03
Invoice	09/30/2022	0922-...		10/30/2022	108.66	108.66
Total Manhattan, City of/PARKS					1,482.28	1,482.28
TOTAL					1,482.28	1,482.28

Attachment: 2022 City of Manhattan Write-off (13109 : City of Manhattan Park Receivables Account Write-off and 2023 Community Park Fund

2023 Riley County Community Park Allocations

	Requested	Approved		Requested	Approved
RANDOLPH			RILEY		
*gazebo repairs	\$13,371.00	\$13,371.00	Kiddy Cushion	\$ 2,500.00	\$ 2,500.00
walking bridge repair	\$200.00	\$200.00	8" PVC for new border	\$ 2,500.00	\$ 2,500.00
			Benches-replace old ones at pool & trash cans	\$ 5,900.00	\$ 5,900.00
			Disc golf funding to assist Pride	\$ 1,500.00	\$ 1,500.00
	\$13,571.00	\$13,571.00		\$ 12,400.00	\$ 12,400.00
LEONARDVILLE			OGDEN		
2 picnic tables	\$3,000.00	\$3,000.00	electrical upgrade on lights for park	\$ 5,600.00	\$ 5,600.00
4 basketball nets	\$100.00	\$100.00	10 trash cans	\$ 6,320.00	\$ 6,284.00
adj basketball goal crank broken	\$500.00	\$500.00	disc golf flags	\$ 80.00	\$ 80.00
	\$3,600.00	\$3,600.00		\$ 12,000.00	\$ 11,964.00
UNIVERSITY PARK			KEATS		
guttering for picnic pavilion and clubhouse	\$1,615.00	\$1,615.00	Grading baseball infield	\$ 6,000.00	\$ 6,000.00
concrete slab 84'x54' for sports courts	\$28,500.00	\$7,000.00	Material for baseball infield	\$ 3,000.00	\$ 3,000.00
adj. basketball goals w/backboards	\$5,000.00	\$0.00	trees	\$ 600.00	\$ 600.00
pickleball, volleball, tennis nets and posts	\$870.00	\$0.00	perennial flowers	\$ 200.00	\$ 200.00
			buffalo seed	\$ 50.00	\$ 50.00
				\$ 9,850.00	\$ 9,850.00
			FAIRMONT		
	\$35,985.00	\$ 8,615		\$ -	\$ -
				Requested Total	87,406.00
				Approved Total	60,000.00



COUNTY CLERK & ELECTIONS
Presentation

Rich Vargo
County Clerk
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-565-6200

MEMORANDUM

FROM: Rich Vargo, County Clerk

MEETING: January 23, 2023

SUBJECT: Moody's Rating Review

PRESENTER: Rich Vargo, County Clerk

In November of 2022 Riley County was notified we would be undergoing a Moody's Rating Review based on Moody's New Methodology for Cities and Counties.

Prior to this Riley County's last review was August 11, 2021. Moody's review then was an upgrade from Aa2 to Aa1. This upgrade was significant in the fact very few public entities in the United States have this high of a financial rating. The Board of County Commissioners and staff were very proud of the upgrade and impact to our constituents.

Based on the initial contact from Moody's the preliminary scorecard indicated outcome was projected to be a rating of A1 based on economic factors and notching for financial disclosures. This preliminary score was concerning to Greg Vahrenberg, Raymond James Financial Services, Riley County's Financial Advisor.

Moody's provided us a list requested information on companies, valuations, employment, population, growth, stability and financial reporting to assist the initial Moody's Analyst. The Moody's review process once initiated included a couple of meetings between Greg Vahrenberg, Darell Edie and myself providing Moody's the information on requested regarding our community and financial security of Riley County, KS. Compiling the information requested and economic data on our community took a great deal of time but paid off well.

The Zoom interview with the Moody's Analysis took place on December 20, 2022 for an hour and a half included Greg Vahrenberg, Darell Edie and myself. Once the interview was completed the Moody's Analyst provides a report to a Moody's Review Committee who establishes the

rating.

Riley County was notified on January 10, 2023 our Moody's Review based on their new methodology warranted affirming our Moody's rating at Aa1!

*Attachments include the complete Moody's Press Release with highlighted sections I would like to review with the Board. The second attachment is an email from Greg Vahrenberg on the rating review.

Enclosures:

- 01-10-23 Moodys Investors Service Rating Action(PDF)
- 01-10-23 email Greg Vahrenberg (PDF)
- Riley County Bond Rating 1.11.23 (PDF)

Rating Action: Moody's confirms Riley County, KS' Aa1 GO rating & assigns Aa1 issuer rating

10 Jan 2023

New York, January 10, 2023 -- Moody's Investors Service has confirmed the Aa1 rating on Riley County, KS' general obligation unlimited tax (GOULT) bonds. Concurrently, Moody's has assigned a Aa1 issuer rating to Riley County, KS. The issuer rating reflects the county's ability to repay debt and debt-like obligations without consideration of any pledge, security or structural features. This action concludes a review for possible downgrade initiated on November 3, 2022 in conjunction with the release of the US Cities and Counties Methodology. The county has approximately \$10.5 million of total debt outstanding. The ratings under review outlook has been removed

RATINGS RATIONALE

The Aa1 issuer rating reflects the county's conservative financial management which has led to healthy fund balance and liquidity ratios, low leverage and fixed costs, and a stable economy that benefits from by the institutional presence of Kansas State University (KSU, Aa3 stable) and Fort Riley, a US Army Installation. The rating also incorporates financial reporting that does not disclose non-cash assets and liabilities, capital asset values or depreciation.

The county's economic growth rate through 2020 (based on the Manhattan MSA) is below that of the nation, but we expect the metric to improve over the near-term given the large amount of new development within the county. Scorpion Biological Services will construct a new \$650 million biomanufacturing facility in Manhattan (Aa3) which is expected to bring 500 new jobs. In addition, the Federal Department of Homeland Security's \$1.2 billion National Bio and Agro-Defense Facility (NBAF), which will be fully operational sometime this year, will add about 400 full-time employees when fully operational. There is also various development in and around KSU. The county's adjusted resident income and full value per capita are below the national Aa1 medians, but the large student population and significant tax-exempt property depress these figures. The county's unemployment rate is consistently lower than the national rate.

Financial performance will remain a strength of the county's credit profile. The available fund balance and liquidity ratios were strong at 56% and 61%, respectively, in fiscal 2021 (year-end Dec. 31). The county reports that fiscal 2022 is stable and the county does not expect any material change in reserve levels. The fiscal 2023 budget is balanced. The county reports that it has no plans to spend down reserves in the near term. We do not expect a material spenddown of reserves in any funds, though the county could use money in the capital projects funds to finance some capital projects, which is its normal practice.

Leverage will remain low over the next two years because the county has no debt plans. However, in a few years, the county could issue debt for two if its sewer benefit districts; the debt would have a GO backing but would be paid with special assessments from those districts. Other capital needs are financed pay-as-you-go and with reserves in the capital projects funds. The fiscal 2021 long-term liabilities ratio is 93%, which is well below median. The fixed-costs ratio is also very low at 4%. These leverage ratios include debt and pension; the county does not offers other-post employment benefits. The county consistently contributes to its two pension plans in an amount that exceeds Moody's tread water indicator.

The Aa1 rating on the GOULT bonds is the same level as the county's issuer rating because the county has pledged its full faith, credit and resources for the repayment of the bonds. The bonds are payable from an ad valorem tax, levied against all taxable property in the county without limitation as to rate or amount.

RATING OUTLOOK

Moody's does not typically assign outlooks to local governments with this amount of debt.

FACTORS THAT COULD LEAD TO AN UPGRADE OF THE RATINGS

-Strengthening of full value per capita and resident income

-Material, sustained improvement in fund balance and liquidity

-Material strengthening of financial reporting that does not uncover additional credit weaknesses

FACTORS THAT COULD LEAD TO A DOWNGRADE OF THE RATINGS

-Weakening of economic metrics

-Trend of operational imbalance and/or material declines in reserves

-Material increase in long-term liabilities or associated fixed costs

LEGAL SECURITY

The GOULT bonds are backed by the county's full faith, credit and resources. The bonds are payable from an ad valorem tax, levied against all taxable property in the county without limitation as to rate or amount.

Attachment: 01-10-23 Moody's Investors Service Rating Action (13110 : Moody's Rating Review)

PROFILE

Riley County is located in central Kansas (Aa2 stable), approximately 55 miles west of Topeka (Aa3), the state capital, and 120 miles west of Kansas City (Unified Govt. of Wyandotte Co./Kansas City, KS rated A1 stable). The county is home to Kansas State University (Aa3 stable), the National Bio and Agro-defense Facility, and Fort Riley. The county serves an estimated population of just over 74,000 residents. County services include EMS, courts, operation of a jail, election administration, maintenance of roads and bridges, and water and sewer service for the unincorporated parts of the county.

METHODOLOGY

The principal methodology used in these ratings was US Cities and Counties Methodology published in November 2022 and available at <https://ratings.moodys.com/api/rmc-documents/386953>. Alternatively, please see the Rating Methodologies page on <https://ratings.moodys.com> for a copy of this methodology.

REGULATORY DISCLOSURES

For further specification of Moody's key rating assumptions and sensitivity analysis, see the sections Methodology Assumptions and Sensitivity to Assumptions in the disclosure form. Moody's Rating Symbols and Definitions can be found on <https://ratings.moodys.com/rating-definitions>.

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Moody's general principles for assessing environmental, social and governance (ESG) risks in our credit analysis can be found at https://ratings.moodys.com/documents/PBC_1288235.

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Heather Guss
Lead Analyst
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Moody's
INVESTORS SERVICE

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Rich Vargo

From: Greg Vahrenberg <Greg.Vahrenberg@RaymondJames.com>
Sent: Tuesday, January 10, 2023 12:00 PM
To: Rich Vargo; Darell Edie
Cc: Kelli Manson
Subject: RE: Moody's

Rich,

I appreciate the note and glad to help. When Heather shared the scorecard output being a decline to "A1", I was concerned. I never felt that it would fall that far, but it felt like a downgrade was inevitable. I'm glad we fought to hold the rating and I know the information you shared was critical in the rating affirmation. You should be proud.

Things are clearly going your way.....a Big 12 football championship, #11 AP basketball ranking and an affirmation of the County's "Aa1", which is one of the best ratings for any county in the whole country.

As a side note, Kelli Manson, who works with me on your bond issues is a very proud K-State graduate!

GREGORY M. VAHRENBURG
 Managing Director

Public Finance / Debt Investment Banking
 Direct 816.391.4120
 T 800.398.6101 // M 816.509.5451
 Fax 833.887.8729
 11551 Ash Street, Suite 250
 Leawood, Kansas 66211
www.RJPublicFinance.com

RAYMOND JAMES®

From: Rich Vargo <rvargo@rileycountyks.gov>
Sent: Tuesday, January 10, 2023 10:26 AM
To: Greg Vahrenberg <Greg.Vahrenberg@RaymondJames.com>; Darell Edie <dedie@rileycountyks.gov>
Cc: Kelli Manson <Kelli.Manson@RaymondJames.com>
Subject: RE: Moody's

Amazing!

Thank you for all your guidance and assistance with the process. Definitely a win!

Have a Great Day!

From: Greg Vahrenberg <Greg.Vahrenberg@RaymondJames.com>
Sent: Tuesday, January 10, 2023 9:33 AM
To: Rich Vargo <rvargo@rileycountyks.gov>; Darell Edie <dedie@rileycountyks.gov>
Cc: Kelli Manson <Kelli.Manson@RaymondJames.com>
Subject: Moody's

Rich and Darell:

Attachment: 01-10-23 email Greg Vahrenberg (13110 : Moody's Rating Review)

I have some very good news. Moody's decided to affirm the County's existing bond rating of "Aa1". There will be no change or downgrade.

Congratulations on the affirmation.

GREGORY M. VAHRENBERG
Managing Director

Public Finance / Debt Investment Banking
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Attachment: 01-10-23 email Greg Vahrenberg (13110 : Moody's Rating Review)



BOND RATING

Raymond James Public Finance

Discussion Materials
January 11, 2023

Gregory M. Vahrenberg
Managing Director
Direct 816.391.4120
T 800.398.6101 // M 816.509.5451
Fax 833.887.8729
11551 Ash Street, Suite 250
Leawood, Kansas 66211
greg.vahrenberg@raymondjames.com
RJWorksForKS.com

RAYMOND JAMES

	Moody's	S&P	Fitch	Meaning
Investment Grade	Aaa	AAA	AAA	Prime
	Aa1	AA+	AA+	High Grade
	Aa2	AA	AA	
	Aa3	AA-	AA-	
	A1	A+	A+	Upper Medium Grade
	A2	A	A	
	A3	A-	A-	
	Baa1	BBB+	BBB+	Lower Medium Grade
	Baa2	BBB	BBB	
	Baa3	BBB-	BBB-	
Junk	Ba1	BB+	BB+	Non Investment Grade Speculative
	Ba2	BB	BB	
	Ba3	BB-	BB-	
	B1	B+	B+	Highly Speculative
	B2	B	B	
	B3	B-	B-	
	Caa1	CCC+	CCC+	Substantial Risks
	Caa2	CCC	CCC	Extremely Speculative
	Caa3	CCC-	CCC-	In Default w/ Little Prospect for Recovery
	Ca	CC	CC+	
		C	CC	
			CC-	In Default
	D	D	DDD	



HEALTH DEPARTMENT
Personnel

Julie Gibbs
Health Department
Director
2030 Tecumseh Rd
Manhattan, KS 66502
Phone: 785-776-4779

COMMISSION AGENDA REPORT

FROM: Julie Gibbs

MEETING: January 23, 2023

SUBJECT: RCHD Request for part time MRC Unit Leader position

PRESENTER: Julie Gibbs

BACKGROUND

The Public Health Emergency Response program was a recipient of a RISE award from NACCHO. This will allow us to reconstruct the Wildcat Region MRC (Medical Reserve Corp.) unit. Most of the funds will be used to hire a part time Unit Leader to organize and maintain the MRC.

DISCUSSION

The unit leader's main priority will be to recruit, train and maintain volunteers as part of the MRC unit. They will also be in charge of supplying all equipment, keeping track of inventory, and collaborating with partners in the Wildcat Region. This individual will be responsible for coordinating volunteers during an emergency.

FISCAL IMPACT

This is a part time position, at a pay grade of 7. Salary and benefits will be paid for through the RISE grant. All supplies and equipment needed for this job will be purchased through the RISE grant.

RECOMMENDATION(S)

I recommend the BOCC approve the new part time MRC Unit Leader position for the RCHD.

POSSIBLE MOTION(S)

Move to approve

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:

- MRC Unit Leader Position Description(PDF)
- 2023-01 HD Med Reserve Corps Unit Leader PAF (DOCX)

RILEY COUNTY KANSAS JOB DESCRIPTION

Job Title:	MEDICAL RESERVE CORPS UNIT LEADER		
Department:	Health Department	Division:	Admin
Reports To:	Administrative Director		
Pay Grade:	7	Status:	Part-Time, Temporary through 7/30/2023
FLSA Status:	Non-exempt		

POSITION SUMMARY: The Medical Reserve Corps (MRC) Unit Leader recruits, trains, and equips volunteers to serve in the Wildcat Region Medical Reserve Corps. The MRC Unit Leader will develop a corps of capable volunteers who are ready and able to be called to respond to emergencies in the Wildcat Region.

ESSENTIAL FUNCTIONS:

- Recruit, Develop and maintain a corps of trained volunteers in the Wildcat Region.
- Train volunteers in essential skills such as First Aid, CPR, triage, and other emergency response needs.
- Develop, secure, and maintain the supplies and equipment needed to respond to emergencies.
- Coordinate with potential partner organizations to source volunteers.
- Coordinate with First Responder agencies (emergency management, EMS, police, fire, etc.) to find opportunities to support strategic and tactical response plans.
- Respond to, and coordinate volunteer response, to emergencies in the Wildcat Region.

SECONDARY FUNCTIONS:

- Work with the Public Health Emergency Preparedness Coordinator to conduct an initial needs assessment to determine if an MRC response is required.
- Support Emergency Operations Center and required work centers through volunteer staffing and equipment and supply needs.
- Support medical response activities through the duration of the emergency
- Maintain equipment and supplies post-emergency.
- Coordinate volunteer appreciation recognition.
- Other duties as assigned.

EDUCATION: High school diploma or equivalent required

EXPERIENCE: 1 year volunteer work, preferably at a supervisory level required; 1 year of logistics planning, acquisition, storage, and deployment experience required; 1 year of working command and control functions in emergency circumstances preferred; 1 year of education and training experience preferred.

SKILLS:

- Able to respond quickly to emergency requirements
- Able to organize complex work functions in a rapidly changing and uncertain environment
- Able to organize and maintain volunteer status lists and logistics control
- Communicates and coordinates the skills and abilities of a volunteer work force to and in support of emergency response agencies
- Able to provide education, training, and teambuilding concepts to enthusiastic volunteers
- Strives to continuously learn and improve skills.
- Must be fluent in English, and able to communicate using modern technology, as well as maintain databases on standard office equipment.
- Ability to communicate in Spanish preferred.

Must pass routine background check and conform to HIPAA standards of privacy protection.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is required to sit; use hands to finger, handle, reach with hands and arms; talk and hear with both ears. The employee must occasionally lift and/or move up to 25 pounds, may be standing for at least one hour, and may be exposed to outdoor environment. Specific vision abilities required by this job include close vision and color identification.

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is exposed to a normal noise level.
Public health facility requires a non-smoker.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if work is similar, related or a logical assignment of the position.

The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change

RILEY COUNTY POSITION ACTION FORM

12.b

Requisition Approval Process

Submitted by Julie Gibbs on 01/05/2023 at 10:18 AM

Internal Position Details (not displayed on job posting)

Company

Riley County, KS

Job ID

1468002

Pay Grade

RANGE 7 [RANGE 7]

Cost Center 1

Health Department [30]

1 Job Slot

MEDICAL-1

Position Template

Medical Reserve Corps Unit Leader [Medical Reserve]

Salary

\$20.50 - \$21.73/hour

EEO Class

Technicians [3]

Cost Center 2

HD-Emerg Preparedness [410]

Work Location

Health Department/EMS

Supervisor Position

No

Workers Compensation

8810 [8810]

Cost Center 3

Health Department [57]

Supervisor: Skylar German

Department Head: Julie Gibbs

☐ No changes to Position or Budget

☐ Position Description attached

Total annual hours 2080

☐ Budgeted

☒ New or updated position description

☒ New request for budget (details attached)

total annual cost \$63,051.77

Additional Position Comments: _____

BoCC Chairman _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Original document stored in Human Resources

Revised 2022-11

Packet Pg. 47

Attachment: 2023-01 HD Med Reserve Corps Unit Leader PAF (13114 : RCHD Request for New Position)



COUNTY CLERK & ELECTIONS
Personnel

Rich Vargo
County Clerk
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-565-6200

COMMISSION AGENDA REPORT

FROM: Elizabeth Ward, Human Resources Director

MEETING: January 23, 2023

SUBJECT: United Way Campaign 2023 Proposal

PRESENTER: Elizabeth Ward

BACKGROUND

For several decades, Riley County has partnered with Konza United Way to support the mission of creating long-lasting changes by addressing the underlying causes of community problems.

As such, we have offered a payroll deduction option for employees who would like to donate to Konza United Way directly through their employer. In the past, we have also held county-wide campaign programs and had the Director of Konza United Way participate in activities and educational programs at the county. At some point, prior to COVID-19, those efforts dwindled.

In 2022 we started to refocus on our employer-based support of the United Way with a 2-week campaign program which included information and education regarding United Way, a proclamation by the County Commissioners recognizing the value of United Way, and a successful campaign year where we raised \$4700 in pledges to United Way!

DISCUSSION

This year, Tara Clausen, Director of Konza United Way, started a conversation about educating employees on the benefits of “Living United” with Commissioner Ford, Vivienne Uccello and Elizabeth Ward. Which started the planning for 2023.

Together we have created a proposal for a United Way campaign at Riley County to include:

- February 2023 being recognized as the United Way campaign

- Tara will provide email and poster announcements throughout the month sharing the value of United Way donations
- Tara would present to the county on the value and the “Why” of choosing United Way on Feb 6
- Commissioners are asked to make a proclamation at the BoCC about the campaign and the value of the partnership
- We are also asking for support on the following incentives:
 - Employees who purchase the United Way campaign t-shirts would be allowed to wear the shirts and jeans each Wednesday during February
 - Employees who pledge at least the equivalent of 6 hours of pay (average of \$158.26/annually) will participate in an Admin leave raffle for an additional 8 hours of annual leave
 - Employee recognition at the BoCC for top pledges
 - Commissioner Ford has agreed to match all pledges up to \$1,000, effectively doubling the value of everyone’s pledge

FISCAL IMPACT

At this point, the fiscal impact would be associated with the 8 hours of administrative leave.

RECOMMENDATION(S)

Recommendation is for the Commissioners to approve the Konza United Way Campaign proposal and incentives.

Move to approve

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:



INTERGOVERNMENTAL LUNCHEON

January 23, 2023

12:00 p.m. (Noon)

RockinK's

1880 Kimball Avenue, Suite 100

Meeting Room across from Restaurant

Manhattan, KS

A G E N D A

- I. Gather and Luncheon (11:30-12:00)
- II. Convene and Introductions
- III. Miscellaneous Updates and Announcements and Possible Future Items
- IV. Next Meeting Date: February 27, 2023
- V. Adjournment

For those who have RSVP'd for lunch, food will be served starting at 11:30AM.
Payments can be collected on site by Manhattan-Ogden USD 383 by cash, check, or credit card.
If individuals need to be invoiced, address of entity to be billed is required with contact information.